

# Town of Lunenburg

## Architectural Preservation District Commission

Richard McGrath, Chair  
Jim LaVeck, Vice-Chair  
Cullen Dwyer, Clerk  
Brian Corcoran, Member  
Matthew Keher, Member- absent

### Meeting Minutes

### Tuesday, August 23rd, 2016

### Location: Ritter Memorial Building

Call to Order: McGrath called the meeting to order at 7:03

Review of Minutes: Minutes from July 19th, 2016 were reviewed. McGrath motioned to accept them and LaVeck seconded the motion. The motion carried unanimously.

#### Old Business

Corcoran submitted the application form. After discussion, McGrath motioned to approve the application with amendments. LaVeck seconded and the motion carried.

LaVeck presented the latest version of the guidelines. McGrath motioned to accept them. LaVeck seconded and the motion carried.

McGrath motioned to institute a policy to have the APDC meet on the second Tuesday of each month. Corcoran seconded and the motion carried.

Since the previous meeting, Mina Scholten of 3 Oak Ave contacted the APDC regarding replacement of windows of her house. Since the APDC guidelines and procedures for application for Certificate to Alter were incomplete, and the alteration as described was not very problematic, the APDC Chair did not take further action on the matter. The Commission discussed the details of what happened and how it might learn and be better prepared for future applications.

Plans were made to get Kehrer's section of the guidelines on Sheathing incorporated into the guidelines and ready for review at the next meeting.

Next meeting scheduled for Tuesday September 13th.

Adjournment: at 8:04PM, McGrath motioned to adjourn. The motion was seconded by Corcoran and carried unanimously.